

## **Marino Institute of Education (MIE)**

Inspired by the Christian vision, Marino Institute of Education (MIE) is a teaching, learning and research community committed to promoting inclusion and excellence in education. MIE is an associated college of Trinity College Dublin, The University of Dublin and offers undergraduate and postgraduate programmes in education, including initial teacher education programmes.

The Governing Body invites applications from suitably qualified persons for the position of

### **Assistant Lecturer/Lecturer in Education with expertise in Creative and Digital Technologies**

Permanent, full-time contract

#### **GENERAL JOB DESCRIPTION**

#### **Duties and General Terms & Conditions of Employment**

## **1 CANDIDATE PROFILE AND SCOPE OF THE POSITION**

Marino Institute of Education (MIE) wishes to appoint an Assistant Lecturer/Lecturer in Education with expertise in Creative and Digital Technologies, on a permanent, full-time basis, commencing in August 2025.

MIE is seeking an innovative and involved faculty member to teach modules specific to creative and digital technology. The appointee will teach across undergraduate and postgraduate programmes at MIE, including the B.Ed., PME, BSc in Early Childhood and BSc in Education Studies programmes. They will also have general duties in the area of education, e.g., supervision of students on placement, undergraduate and postgraduate research supervision, and the teaching of modules beyond creative technologies.

The appointee will have duties specific to the professional development of students and staff in the integration of digital technology for the classroom. The appointee will work as part of an interdisciplinary team contributing to students' digital literacy development and their understanding of artificial intelligence, robotics and coding. Commitment to high-quality teaching and learning in a student-centred environment in line with the redeveloped primary school curriculum is important. The person appointed must exhibit evidence of strong commitment to excellence in teaching, research and continued scholarly activity.

**Essential Qualifications & Skills** (i.e. those, without which, a candidate would not be able to do the job. Applications that have not clearly demonstrated that candidates possess the essential requirements will not be shortlisted):

To be considered for this post, applicants will require:

- a) A doctorate in education, or evidence of progress towards completion of a doctorate relevant to education.
- b) A teaching qualification which qualifies the candidate to register with the Teaching Council, Route 1.
- c) Relevant applied experience in the field of education with demonstrated capacity to deliver high-quality courses at undergraduate and postgraduate levels.
- d) Evidence of engagement in innovative practice in the area of creative technology in education.
- e) Knowledge of contemporary developments, curriculum and pedagogy in the field of creative and digital technologies for the primary classroom and other educational settings.
- f) Evidence of engagement in education research, preferably in creative and digital technologies.
- g) Competence in online education, such as digital portfolios, blended, distance and flexible learning routes.

Desirable Criteria:

- a) Lófachta sa Ghaeilge
- b) Experience supporting students to engage with research methods and supervising dissertations.
- c) Understanding of the pedagogical implications of artificial intelligence and large language models on the primary and higher education sectors.

**Candidates must clearly indicate in their applications how they meet each of these pre-requisites.**

## **2. JOB DESCRIPTION**

### **Reporting Relationship**

The appointee is required to carry out the duties attached to the post, under the general direction of the Head of Department, to whom they report, and to whom they are responsible for the performance of these duties in the first instance. The appointee will report through the Head of Department to the Institute President and/or such other MIE officers as the President may designate from time to time.

The reporting relationship may be subject to periodic review, in line with service needs and developments in the Institute.

### **Duties and Responsibilities**

The duties, at undergraduate and postgraduate levels, include the following:

- Module design, lecturing, tutorial work, and examining in creative and digital technology (and possibly other areas) for undergraduate and postgraduate programmes.
- Work collaboratively with other staff and departments to integrate creative technology across modules and programmes.
- Demonstrate a commitment to pursuing a research agenda and publishing research in the field of creative and digital technology.
- Development of digital portfolios with students across the continuum of early childhood and teacher education.
- Provide professional development to staff on the use of creative and digital technology for the primary classroom and other educational settings.
- Contribute to the development of students' digital literacy as they progress through third level.
- Work with students and staff to support an understanding of the implications of artificial intelligence in teaching and learning.
- Supervision of students engaged in undergraduate and postgraduate research.
- Engage in all the administrative duties/processes of the department including participation in meetings of the department, programme board, Institute, and other groupings.
- Attend and participate in all meetings of Courts of Examiners and associated assessment duties.
- Supervise, mentor and advise students on placement and fulfil related duties.
- Participate in selection procedures for prospective students.
- Contribute to events in the Institute calendar such as Open Day, induction, exam invigilation.
- Propose and contribute to the design of new modules and courses, as required.
- Act as personal tutor to students as allocated.
- Promote the seven guiding principles of the Institute.

Duties include lecturing on the undergraduate programmes, postgraduate programmes, and participating in the delivery of part-time and other programmes which may include evening and/or weekend teaching time. The person appointed will contribute to course design and policy formation at both undergraduate and postgraduate levels.

It should be noted that in each work area/department within the Institute, the appointee must work as part of a team. Although duties pertaining to the post are broadly defined under the various headings as listed, the list of duties is not exhaustive. The appointee will be required to function in a flexible and collegial manner. MIE retains the right to assign new duties and/or to re-assign staff to other areas of the Institute, in response to service needs.

## **APPLICATION, SELECTION PROCESS AND OTHER GENERAL INFORMATION**

### **Method of Selection for Recommendation**

A shortlisting of applicants will occur which will be based on the applicant's qualifications, suitability and relevant work experience as detailed in the application. It is the responsibility of the applicant to ensure that all relevant information is included in their application and that they clearly identify how they meet the specified candidate criteria.

Interview will be by interview panel consisting of not fewer than 3 persons and will comprise of the most suitable and qualified people to assess applicants in the discipline. All appointments to employment at MIE are made by the Governing Body. The interview panel's recommendations for

appointment of successful applicants for all posts will be submitted to the MIE Governing Body for their consideration and decision.

### **Probationary Period**

The appointment is subject to satisfactory completion of a 6-month probationary period. The probationary period may be extended at the discretion of the Institute but will not in any case exceed 12 months. Absences during the period of probation will extend the probationary period. Performance and conduct during the probationary period will be monitored through a process of assessment meetings. Termination of employment during the probationary period will be at the discretion of the Institute. An abridged version of the disciplinary procedure will apply to employees on probation.

### **Garda Vetting**

All successful applicants may be required to participate in Garda vetting. Specific instruction on this process will be given at the appropriate time. Applicants who do not comply with the Institute's requirements in this regard will be excluded from consideration for appointment.

### **Essential Training**

The successful applicant will be required to undertake the following essential compliance training: Orientation, Health & Safety and Data Protection (GDPR), must provide evidence of completion of Tusla Child Protection Training. Other training may need to be undertaken when required.

### **Salary**

The appointment will be made at Assistant Lecturer/Lecturer salary scale:

Assistant Lecturer: €58,750 to €95,107 (9-point scale)

Lecturer: €63,309 to €100,740 (9-point scale)

### **Making of Applications**

Application by Cover letter and CV only (no special application forms are supplied), preferably by email to [careers@mie.ie](mailto:careers@mie.ie) or by post to:

The Human Resources Office  
Marino Institute of Education  
Griffith Avenue  
Dublin 9 (D09 R232)

**Completed applications must be received by 4pm on Monday 30 June 2025. Late applications will not be accepted.**

The Institute will not be responsible for any expenses, including travelling expenses, which candidates may incur in connection with their candidature.

*The Marino Institute of Education is an equal opportunities employer.*